



UNITED STATES MARINE CORPS  
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE  
PSC BOX 20005  
CAMP LEJEUNE NC 28542-0005

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MCIEAST-MCB CAMLEJBul 1601  
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MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE BULLETIN 1601

From: Commanding General  
To: Distribution List

Subj: COMMAND DUTY OFFICER (CDO) AND COMMAND DUTY NONCOMMISSIONED OFFICER (CDNCO) ASSIGNMENTS FOR THE MONTH OF MAY 2018

Ref: (a) MCIEAST-MCB CAMLEJO 1601.1D Ch 2  
(b) CG MCIEAST-MCB CAMLEJ POLICY ltr 10-16 of 29 Jul 16  
(c) MCO 10520.3

Encl: (1) MAY 2018 CDO/CDNCO ROSTER

1. Purpose. To assign personnel to stand CDO and CDNCO in accordance with references (a) and (b); and assign personnel to execute command colors in accordance with reference (c).

2. Background

a. This is a 24-hour armed post located at building 1, rooms 130 and 131.

b. Officers and NCOs listed in the enclosure are assigned to CDO/CDNCO on the dates indicated.

c. Officers and NCOs assigned herein who become unavailable shall notify the Headquarters and Support Battalion (H&S Bn) Adjutant. The H&S Bn Adjutant will notify the MCIEAST-MCB CAMLEJ Adjutant in writing of any changes.

3. Action

a. CDOs/CDNCOs will be guided in the performance of duty by the instructions contained in reference (a) and other instructions that may be issued at time of posting. The uniform of the day for this post is the Marine Corps Combat Utility Uniform, covered, with brassard, duty belt, and armed with service weapon.

b. Deadly Force. The CO of H&S Bn will ensure all Marines assigned as the CDO or the CDNCO completes MARINENET course ILEUOF001A (Use of Force). CDO's and CDNCO's will ensure they have completed enclosure (5) of reference (a) and it is on file in the CDO/CDNCO binders. This is a one-time requirement for new watchstanders.

c. CDOs

(1) Briefing

(a) CDOs will report to the MCIEAST-MCB CAMLEJ Chief of Staff (COS) at 0730 on the day of their duty for briefing.

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(b) Weekend and holiday CDOs will report to the COS at 0730 on the last working day for briefing.

(2) Posting and Relief

(a) On weekdays, oncoming and off-going CDOs, unless otherwise directed, will report to the COS to conduct a post and relief no later than 0730 on the respective day of duty.

(b) During weekends and holidays an informal post and relief will be conducted at 0730 between the oncoming and off-going CDOs. Oncoming CDOs will be onboard no later than 0715.

(3) Colors. The CDO is responsible for ensuring the timely and proper execution of morning and evening colors. The CDO is required to inspect the color detail and ensure they are trained in executing colors prior to the sounding of the five minute warning. The CDO will sound all warnings.

d. CDNCOs

(1) Briefing

(a) Tuesday, Wednesday, and Thursday CDNCOs will report to the MCIEAST-MCB CAMLEJ Adjutant at 1500 the day prior to their duty day for briefing.

(b) Friday, Saturday, Sunday, and Monday CDNCOs will report to the MCIEAST-MCB CAMLEJ Adjutant at 1500 on the Thursday prior to their duty day for briefing. During Holidays, all duties including the Tuesday CDNCO will also report on the last working day prior to their duty day for briefing.

(2) Posting and Relief. The oncoming CDNCOs, unless otherwise directed, will report at 0745 to observe morning colors. Upon completion of morning colors, the oncoming and off-going CDNCOs will report to the CDO to conduct a post and relief.

(3) Colors. CDNCOs will ensure that all devices for conducting Colors are present and working properly. The CDNCO will operate the music for Colors, ensure the colors detail has the correct flag, and give the CDO the warnings.

e. Supernumeraries. The supernumerary must provide a home/cell telephone number to the MCIEAST-MCB CAMLEJ Adjutant. This number will not be posted on this Bulletin; it will only be kept as an emergency contact number by the Adjutant. The supernumerary will only be used in case of a legitimate emergency that occurs while in the performance of duty. If a replacement is required prior to the day of duty, it is the responsibility of the duty and their section to furnish a replacement and notify H&S Bn and the MCIEAST-MCB CAMLEJ Adjutant immediately.

4. Applicability. This Bulletin is applicable to all personnel assigned to duty. Personnel shall familiarize themselves with the contents of the references prior to assuming their post.

C. A. MARQUEZ  
By Direction

## MAY 2018 CDO/CDNCO ROSTER

1	TUE	CDO	CAPT	MAHUNA	JASON		B
		CDNCO	SGT	ABRAMS	DAVID		B
2	WED	CDO	CAPT	PIREK	LINDSAY		B
		CDNCO	CPL	HAMMONS	REGINALD		A
3	THU	CDO	WO	MARQUES	MARIA		B
		CDNCO	CPL	LOPEZPAGAN	STEPHANIE		A
4	FRI	CDO	CWO2	VITALE	MICHAEL		B
		CDNCO	CPL	CERDA	ENRIQUE		B
5	SAT	CDO	CWO3	COURTS	JONATHAN		B
		CDNCO	CPL	LEE	DEMI		B
6	SUN	CDO	CAPT	WILSON	ZACHARY		B
		CDNCO	CPL	VERRETTE	MARC		A
7	MON	CDO	CAPT	BARNES	MATTHEW		B
		CDNCO	CPL	SIERVO	JAMAR		A
8	TUE	CDO	MAJ	OSSIANDER	IZAC		B
		CDNCO	CPL	NAHLIK	TYLER	J	S
9	WED	CDO	1STLT	MENDOZA	JEFFREY		B
		CDNCO	CPL	TORREZ	NICHOLAS		A
10	THU	CDO	CAPT	SIMMERS	SHELDONIA		B
		CDNCO	SGT	BROWN	SHAQUEL		B
11	FRI	CDO	MAJ	OLMSTED	CHARLES		B
		CDNCO	SGT	DAVIS	GRACE		A
12	SAT	CDO	CAPT	WILSEY	BRANDON		B
		CDNCO	CPL	SWENSON	WILLIAM	R	S
13	SUN	CDO	CAPT	KU	VINCENT		B
		CDNCO	CPL	THORNTON	REBECCA		A
14	MON	CDO	CAPT	URANKAR	BRIAN		B
		CDNCO	CPL	CORRALEZ	SAVANNAH		B
15	TUE	CDO	CAPT	SCHONEWEIS	MATTHEW		B
		CDNCO	CPL	BRINKCLAPP	DAVIN		A
16	WED	CDO	CAPT	BERTRAND	NATHAN		B
		CDNCO	CPL	PARKS	JAY		B
17	THU	CDO	MAJ	ROBINSON	CHRISTOPHER		B
		CDNCO	CPL	BROOKS	CAULAN		A
18	FRI	CDO	2NDLT	CRAIG	SHUNITA		B
		CDNCO	CPL	WOCHER	BRADY		B
19	SAT	CDO	1STLT	WERNER	DAVID		B
		CDNCO	CPL	FULLER	JOLIE		A
20	SUN	CDO	CAPT	GRIFFIN	DANIEL		B
		CDNCO	CPL	CLARK	THOMAS		B
21	MON	CDO	CAPT	REHAK	JOSHUA		B
		CDNCO	CPL	STALLWORTH	ANTONIO		A
22	TUE	CDO	CAPT	NGAN	WILLIAM		B
		CDNCO	CPL	THOMAS	LATEEFAH		A
23	WED	CDO	2NDLT	THOMAS	MATTHEW		B
		CDNCO	CPL	KNUDSON	ERIK		A
24	THU	CDO	CAPT	PARTLOW	VICTORIA		B
		CDNCO	CPL	CARTER	JEROME		B
25	FRI	CDO	CWO2	STOVER II	ALLAN		B
		CDNCO	CPL	CRAIG	DEMETRIA		A
26	SAT	CDO	1STLT	ANDERSON	BENJAMIN		B
		CDNCO	CPL	WEISENBERGER	BRIANNA		B
27	SUN	CDO	1STLT	RIMMER	THOMAS		B
		CDNCO	CPL	MURILLO	CRISTINA		S
28	MON	CDO	CAPT	JOHNSTON	JACOB		B
		CDNCO	CPL	CHEATHAM	JASMINE		A
29	TUE	CDO	CAPT	RANDALL	JEFFREY		B
		CDNCO	CPL	MENDEZ	LEON		A
30	WED	CDO	CAPT	JACKSON	LAMBERT		B
		CDNCO	CPL	DURAN	ISMAEL		A
31	THU	CDO	CAPT	REGAN	BRANDON		B
		CDNCO	CPL	ESCOBEDO	JONATHAN		A
SUPERNUMERARY		CDO	1STLT	STRAUSS	CHARLES		
SUPERNUMERARY		CDNCO	CPL	DOWSETT	TROY		